

TOM SCHEDLER
SECRETARY OF STATE

STATE OF LOUISIANA
SECRETARY OF STATE



Commercial Division
(225) 925-4704

Fax Numbers
(225) 932-5317 Administrative Services
(225) 932-5314 Corporations
(225) 932-5318 UCC

**TRANSMITTAL INFORMATION
For All Business Filings**

Please indicate below the level of service requested, payment and contact information

☐

Routine

☐

Expedite \$30
24 hour processing

☐

Check or Money Order Enclosed

☐

Credit Card Number: _____

Expiration Date: _____

Business Name (List **exactly** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Address

City

State

Zip Code

Daytime phone number

Fax number

Email address

NOTE: Louisiana Law requires all Louisiana notaries to print or type their name and notary or bar roll number on the document.

Mailing Address: P. O. Box 94125, Baton Rouge, LA * 70804-9125
Office Location: 8585 Archives Ave., Baton Rouge, LA * 70809
Web Site Address: www.sos.la.gov

Tom Schedler
Secretary of State



**RESERVATION OF CORPORATE/LIMITED LIABILITY
COMPANY NAME**

(R.S. 12:23, 12:204, 12:303, 12:1307 & 12:1344)

Enclose \$25 filing fee
Make remittance payable to
Secretary of State
Do Not Send Cash

Return to: Commercial Division
P. O. Box 94125
Baton Rouge, LA 70804-9125
Phone (225) 925-4704
Web Site: www.sos.la.gov

The Secretary of State, State of Louisiana is requested to reserve the following name for use as a corporate/limited liability company name:

Said name is requested to be reserved on behalf of _____

for a period of sixty days from the date of your receipt of this application.

Name

Address

City/State/Zip

Area code/phone number

Submitted by:

Date

If the requested name is not available, please return this application and the filing fee to the above.

INSTRUCTIONS

1. Names can be reserved for sixty (60) days by filing an application for reservation and the requisite \$25 filing fee with the Secretary of State. For good cause shown, two thirty (30) day extensions can be granted at no additional charge. Extension requests should be made in writing and must be received by the Secretary of State's office prior to expiration of the current reservation period.
2. The availability of corporate and limited liability company names can be preliminarily checked by calling the Secretary of State's office. However, telephone name searches are preliminary checks only, and should not be relied upon.
3. Corporate names (for business corporations) must end with or include the words "Corporation", "Incorporated", or "Limited", or the abbreviation of any of these words, or may instead contain the word "Company" or the abbreviation "Co." if not immediately preceded by the word "and" or the symbol "&".
4. Limited liability company names should contain the words "Limited Liability Company", or the abbreviation "L.L.C.", or "L.C.". No limited liability company shall include in its name any words which deceptively or falsely suggest a charitable or nonprofit nature.
5. Corporate and limited liability company names shall not imply that the company is an administrative agency of any parish or of this state or of the United States.
6. Subject to limited exceptions, a corporate or limited liability company name must be distinguishable from other corporate or limited liability company names or trade names previously registered with the Secretary of State's office. Other rules do apply. A thorough reading of the laws pertaining to corporate and limited liability company names is required, or you may consult the attorney of your choice.
7. Filing a Reservation of Corporate/Limited Liability Company Name does not formally adopt the name.